

# 2024-2025 OPTN Board of Directors and Committee Needs Assessment

The 2022-2023 OPTN Board of Directors Nominating Committee has developed the annual Board and Committee Needs Assessment for terms beginning July 1, 2024. The needs assessment provides an overview of the composition of the entire OPTN governance system and identifies projected gaps in perspective, skills, experience, and demographics.

## 2022-2023 OPTN Board of Directors Nominating Committee

Dianne LaPointe Rudow, Chair	Melissa McQueen, At-Large
Evelyn Hsu, At-Large	Nicole Hayde, At-Large
Irene Kim, Minority Transplant Professional	Valinda Jones, VP for Patient & Donor Affairs
James Sharrock, At-Large	Wendy Garrison, Transplant Coordinators Representative
Jan Finn, At-Large	David Mulligan, President Preceding Immediate Past President (Non-Voting)
Jerry McCauley, At-Large	Maureen McBride, OPTN Executive Director (Non-voting)
Laurel Avery, At-Large	Adrienne Goodrich-Doctor, HRSA (Non-voting)
Manish Gandhi, Histocompatibility Rep.	Christopher McLaughlin, HRSA (Non-voting)
Mark Barr, At-Large	Shannon Taitt, HRSA (Non-voting)
Matthew Cooper, Immediate Past President	Vanessa Arriola, HRSA (Non-voting)
Meg Rogers, At-Large	

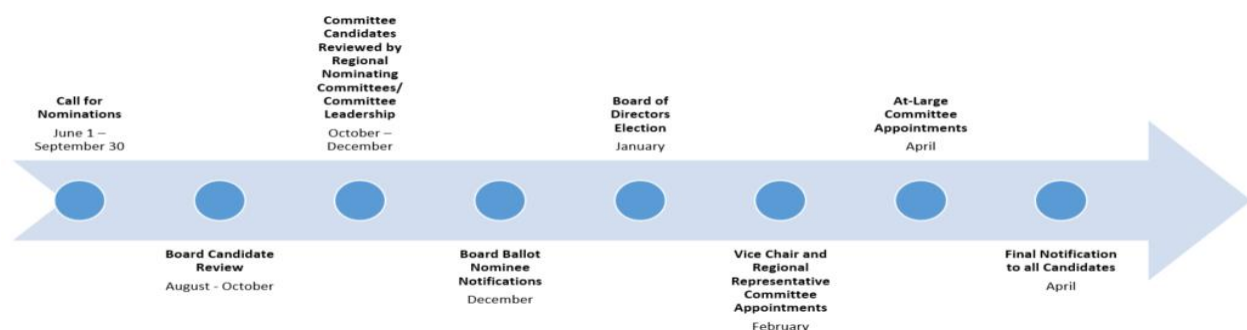
## Complete or Update a Volunteer Form Annually to be Considered for Board and Committee Service

Community members interested in volunteering for the OPTN are encouraged to update their Volunteer Interest Form every year. Forms must be submitted no later than September 15, 2023 to be considered

### Questions? Contact us!

If you have questions about submitting a volunteer interest form or want to learn more about volunteering for the OPTN, please contact our team at: [volunteer@unos.org](mailto:volunteer@unos.org).

for Committee and Board vacancies. Visit the [“How to Apply”](#) page to submit your form. Once completed, you can [log in](#) to update the form at any time. If you have completed and submitted a Volunteer Interest Form since October 1, 2022, you do not need to complete a new form. Applicants for the Board of Directors will be reviewed in fall 2023 and will be notified by December 1<sup>st</sup> 2023. Applicants for Committees will be notified by April 15, 2024.



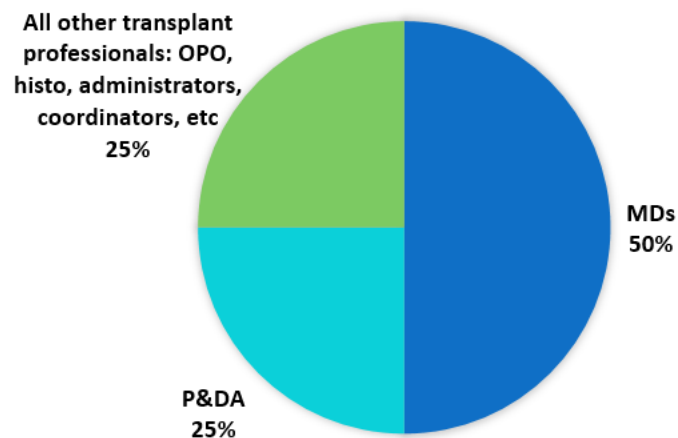
# 2024-2025 OPTN Board of Directors and Committee Needs Assessment

## Board of Directors Needs Assessment & Vacancies

### Makeup of the Board of Directors

The OPTN is required by Federal regulation ([42 C.F.R. §121.3](#)) to meet certain composition requirements for the Board. The Board of Directors is made up of 42 volunteer members. Within the 42 members;

- ... approximately 50% transplant surgeons or physicians. *In addition to this regulatory requirement, the Nominating Committee seeks to balance this population evenly between surgeons and physicians.*
- ...at least 25% transplant candidates, recipients, organ donors and family members. This group should represent the diversity of the population of transplant candidates, recipients, organ donors and family members.
- ...representatives of OPOs, transplant hospitals, voluntary health organizations, transplant coordinators, histocompatibility professionals, non-physician transplant professionals, and the general public.



### Service on the Board of Directors

The Board establishes and maintains transplant policies and bylaws that govern the OPTN.

Board members provide guidance to the OPTN by contributing to its strategic focus, effectiveness, and financial sustainability, and serve as ambassadors for the OPTN.

#### 1. Terms

- a. The Vice President/President-Elect will serve a one-year term as VP, a one-year term as President, and a one-year term as Immediate Past President.
- b. Board officers, including the Vice President for Patient & Donor Affairs, serve two-year terms.
- c. At-Large Representatives and Regional Councillors serve two-year terms.
- d. Patient & Donor Affairs Representatives serve three-year terms.

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## 2024-2025 Board of Directors Vacancies

Position	Number of Open Seats	Appointment Type
<a href="#">President</a>	1	Non contested Ballot
<a href="#">Immediate Past President</a>	1	Non contested Ballot
<a href="#">Vice President</a>	1	Contested Ballot
<a href="#">Secretary</a>	1	Contested Ballot
<a href="#">Vice President of Patient &amp; Donor Affairs</a>	1	Contested Ballot
<a href="#">Regional Councillors</a>	4	Non contested Ballot
<a href="#">At Large Patient, Donor, or Family Representatives</a>	4	Contested Ballot
<a href="#">At-Large Representatives</a>	6	Contested Ballot
<a href="#">At-Large Medical/Scientific Organization Representatives</a>	5	Non contested Ballot

**\*Non contested ballot:** One person will run unopposed on the ballot

**\*Contested Ballot:** The Nominating Committee will select at least two applicants to oppose each other on the ballot

### 1. For all Board positions, the Committee is seeking candidates that bring;

- Increased racial and ethnic diversity as well as a gender balance to the Board of Directors.
- Respect for others and a history of collaboration with colleagues and community members
- Passion for the cause of organ donation and transplantation
- Demonstrated commitment to the OPTN and/or the donation and transplantation community.
- The Nominating Committee is also seeking applicants with a strong governance mindset and understanding of fiduciary responsibilities.

### 2. For contested Board vacancies for the 2024-2025 cycle, the Committee is seeking the following perspectives:

- Patient Donor, Family Member Vacancies**
  - Thoracic recipient
  - Kidney recipient,
  - Caregiver of pre or post pediatric recipient
  - Deceased donor family member
- Physicians/Surgeons**
  - Pulmonologists
  - Hepatologist
  - Abdominal transplant surgeon
  - Multi visceral transplant surgeon
  - Pediatric expertise
- Donation and Transplantation Community Professionals**
  - Organ procurement organization leaders

## Board of Directors Application and Review Process

Individuals may apply for service to the Board of Directors through three primary pathways:

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1. **Board of Directors Officer and At-Large Vacancies** (*Vice President, Secretary, Treasurer, Vice President of Patient & Donor Affairs, Minority Transplant Professional, At-Large, At-Large Patient, Donor, and Family*)
  - The Board Nominating Committee selects nominees for Officers, At Large, and Patient & Donor Affairs/General Public positions. These nominees compete in the national election on contested ballot positions.
  - Applications are collected during the Annual Call for Nominations between June 1 and September 15.
    - i. The committee will review all applications for the Board of Directors submitted between 10/1/2023 and 9/15/2024
    - ii. Complete the Volunteer Interest Form [here](#) and select 'Board of Directors' under 'Opportunities'.
2. **Board of Directors Regional Councillors** (*11 Regional Councillors are publicly elected on non-contested ballots after being regionally elected to and serving for two years on the [Membership of Professional Standards Committee \(MPSC\)](#).*)
  - Through a Regional Nominating Committee: each OPTN Region's Nominating Committee selects nominees to participate in a regional election for Associate Regional Councillor/Regional Councillor-Elect. Associate Councillors first serve a two-year term on the MPSC. Associate Councillors then participate in the Board of Directors election on an uncontested ballot for a two-year term as Regional Councillor to the Board of Directors.
3. **Board of Directors At Large Representatives of Medical/Scientific Societies**
  - Through a Medical/Scientific Society: Select professional transplantation societies provide a nominee from their membership to participate in the national OPTN membership election on an uncontested ballot.
    - i. The American Society of Transplantation (AST)
    - ii. The American Society of Transplant Surgeons (ASTS)
    - iii. The Association of Organ Procurement Organizations (AOPO)
    - iv. The American Society for Histocompatibility & Immunogenetics (ASHI) or The College of American Pathologists (CAP)
    - v. NATCO, the Organization for Donation and Transplant Professionals

## Committee Needs Assessment & Vacancies

### Committee Structure

Federal regulation ([42 C.F.R. §121.3](#)) states that the Board of Directors shall establish other committees as necessary to perform the duties of the OPTN. Final Rule requirements pertaining to the structure of the Committees include representation by:

- Transplant hospitals
- Transplant coordinators
- OPOs
- At least one transplant candidate, recipient, organ donor, or family member
  - The Final Rule requires at least one patient, donor, or family representative on each committee. As of July 1, 2022, all committees have a minimum of two patient, donor, and family representatives as a standard operating procedure. Patient, donor, or family

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members will be appointed to the committees in staggered terms for continuity of representation.

Committees will, to the extent practical, include racial and gender representation reflecting the diversity of the population of transplant candidates, transplant recipients, organ donors and family members served by the OPTN.

The OPTN [Bylaws](#) also contain composition requirements for the Committees:

- At least one representative from each OPTN [Region](#)
- Representatives from transplant hospitals, OPOs, transplant coordinators, transplant candidates, recipients, donors, or their family members

## 2023-2024 Identified Committee Needs and Disparities

The OPTN Nominating Committee met in April 2022 to identify the needs for the 2023-2024 Committees. The Nominating Committee identified needs by reviewing aggregate demographic data of the 2023-2024 OPTN volunteers. They compared that data to the demographic data from the transplant waiting list population as well as regional populations. When identifying needs and disparities, the Nominating Committee also considered regulatory requirements, including the Final Rule and OPTN Bylaws.

- **Regions:** The Nominating Committee recommends that the Regional Nominating committees consider the historic rotation of previous regional members to ensure that, where practical, there is fair representation from diverse centers in each region.
- **Gender:** The Nominating Committee examined the gender representation on committees beginning July 1, 2023. The Committee noted that as of July 1, 2022, committee composition is 52% female and 46% male. The Nominating Committee recommends that committee leadership and regional nominating committees continue to strive for gender balance.
- **Race and Ethnicity:** The Final Rule requires OPTN committees to reflect the racial and ethnic diversity among transplant candidates, recipients, organ donors and family members as much as practicable ([42 C.F.R. §121.3](#)). The committees have increased representation from racial and ethnic minorities in recent years. Committees were 81% Caucasian in 2016-2017. The data for the committees as of July 1, 2022 show a 61% Caucasian representation. The Nominating Committee recommends that committee leadership and regional nominating committees increase racial representation to reflect the diversity of those served by the OPTN.
- **Professional Perspectives:** The Nominating Committee recommends that committees and regions continue to strive for a balance of both surgeons and physicians. Committees should continue to seek members with pediatric expertise. Non organ-specific committees should seek a balance of representation from all organs. It was noted that each committee must include representation by a transplant coordinator, an OPO representative, and patient, donor, and family representatives.
- **Patient and Donor Representation:** The Nominating Committee recommends a continued balance of patient, donor, and family perspectives across the committees. Additionally, regional nominating committees and committee leadership should seek patient and donor representatives from minority populations.

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- **First Time Committee Members:** The Nominating Committee recommends that committees and regions continue to seek a balance between engaging new talent and expertise and retaining historical, institutional, and operational knowledge.

## Selection Process

The OPTN Vice President/President-Elect appoints incoming committee members to fill open positions. Each committees' leadership with openings will review Volunteer Interest Forms and make recommendations to the OPTN Vice President. Regional nominating committees will make recommendations to the OPTN Vice President for regional representative vacancies. To learn more about the selection process, visit the [OPTN website](#).

- **Vice Chair Vacancies, 11**
  - Vice Chairs must have served on an OPTN policy committee or the Board in the last 5 years.
    - Vice Chairs serve a two-year term as Vice Chair and then transition into the Chair position for an additional two-year term. The Ethics, Patient Affairs and Transplant Administrator Vice Chairs serve three-year terms.
    - Vice Chairs also serve a congruent two-year term as members of the Policy Oversight Committee
      - For MPSC, the Vice Chair does not transition to Chair. The Chair and Vice Chair are appointed separately.
    - A special call for interest will go to all qualified for Vice Chair vacancies in early Fall to confirm interest.
  - Committees with Vice Chair vacancies beginning July 1, 2024: International Relations Committee (Ad hoc), Data Advisory Committee, Disease Transmission Advisory Committee (Ad hoc), Heart Transplantation Committee, Histocompatibility Committee, Living Donor Committee, Lung Transplantation Committee, Operations & Safety Committee, Patient Affairs Committee, Pediatric Transplantation Committee, Vascularized Composite Allograft Committee
- **Region Representative Vacancies, 42**
  - Regional nominating committees will make recommendations to the OPTN Vice President for regional representative vacancies. Regional nominating committees are made up of a minimum composition of the Regional Councillor, Associate Councillor, Immediate Past Councillor, an OPO Representative and a patient, donor, or family representative from the region. If the Patient Affairs Committee Regional Representative is a patient, donor, or family member that has served at-least 1 year of their term, they will be the P&DA rep on the Regional Nominating Committee.
    - Regional Representatives serve a three-year term.
    - Learn more about OPTN Regions on the [OPTN Website](#).
  - Associate Councillors (Regional Representatives on the MPSC) are regionally elected.
    - Associate Councillors are elected for a two-year term on the MPSC and then are elected to the Board of Directors as Regional Councillors for an additional two-year term.

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Region	Number of Regional Representative Vacancies	Committees
Region 1	5	Heart, Living Donor, Organ Procurement Organization, Pancreas, Transplant Administrators
Region 2	2	Living Donor, Transplant Administrators
Region 3	3	Heart, MPSC, Transplant Coordinators
Region 4	4	Ethics, Kidney, Lung, Transplant Coordinators
Region 5	5	Ethics, Kidney, Living Donor, Operations & Safety, Pediatric
Region 6	6	Heart, Living Donor, MPSC, Patient Affairs, Transplant Administrators, Transplant Coordinators
Region 7	3	Ethics, Living Donor, Minority Affairs
Region 8	4	Heart, Histocompatibility, Lung, Patient Affairs
Region 9	4	Heart, Lung, Minority Affairs, MPSC
Region 10	1	Ethics
Region 11	5	Heart, Histocompatibility, Minority Affairs, Operations & Safety, Patient Affairs

- **At Large Vacancies, 58**

- Each committees' leadership with openings will review Volunteer Interest Forms and make recommendations to the OPTN Vice President. At Large Representatives serve a two-year term.

Committee	Number of At-Large Vacancies
<a href="#">International Relations Committee (Ad hoc)</a>	3
<a href="#">Data Advisory Committee</a>	1
<a href="#">Disease Transmission Advisory Committee (Ad hoc)</a>	5
<a href="#">Ethics Committee</a>	1
<a href="#">Heart Transplantation Committee</a>	2
<a href="#">Histocompatibility Committee</a>	2
<a href="#">Kidney Committee</a>	2
<a href="#">Liver &amp; Intestinal Transplantation Committee</a>	2
<a href="#">Living Donor Committee</a>	1
<a href="#">Lung Transplantation Committee</a>	2

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<a href="#">Minority Affairs Committee</a>	1
<a href="#">Membership &amp; Professional Standards Committee (MPSC)</a>	15
<a href="#">Operations &amp; Safety Committee</a>	1
<a href="#">Patient Affairs Committee</a>	3
<a href="#">Pancreas Transplantation Committee</a>	4
<a href="#">Pediatric Transplantation Committee</a>	2
<a href="#">Transplant Administrators Committee</a>	2
<a href="#">Transplant Coordinators Committee</a>	2
<a href="#">Vascularized Composite Allograft Committee</a>	4

### Ad Hoc Disease Transmission Advisory Committee

The Ad Hoc Disease Transmission Advisory Committee (DTAC) meets monthly via web conference and twice a year in-person. The DTAC meets for additional web conferences for case review as needed.

Open positions:

- Vice Chair
- At large (5)

The Committee is seeking:

- Infectious disease specialists
- Pathologist
- MD or DO, transplant medicine or transplant surgery
- Histocompatibility lab specialist

### Ad Hoc International Relations Committee

The Ad Hoc International Relations Committee (AHIRC) meets quarterly via web conference. The AHIRC does not meet in-person.

Open positions:

- Vice Chair
- At large (3)

The Committee is seeking:

- Transplant coordinator
- MD or DO, transplant medicine
- Transplant social worker



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## Data Advisory Committee

The Data Advisory Committee meets monthly via web conference and twice a year in-person

Open positions:

- Vice Chair
- At large (1)

The Committee is seeking:

- Patient and Donor Affairs Representatives: transplant candidates, recipients, organ donors, or families

## Ethics Committee

The Ethics Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 4 representative
- Region 5 representative
- Region 7 representative
- Region 10 representative
- At large (1)

The Committee is seeking:

- Ethicists/professors
- Individuals with strong writing skills/publications

## Heart Transplantation Committee

The Heart Transplantation Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- Region 1 representative
- Region 3 representative
- Region 6 representative
- Region 8 representative
- Region 9 representative
- Region 11 representative
- At large (2)

The Committee is seeking:

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- Heart transplant administrator
- MD or DO, transplant cardiology
- MD or DO, heart transplant surgery
- MD or DO, transplant cardiology, pediatric
- Patient and Donor Affairs Representatives: transplant candidates, recipients, organ donors, or families

## Histocompatibility Committee

This Histocompatibility Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- Region 8 representative
- Region 11 representative
- At large (2)

The Committee is seeking:

- Histocompatibility Lab Directors/Supervisors/Technicians
- MD or DO, transfusion medicine
- Patient and Donor Affairs Representatives: transplant candidates, recipients, organ donors, or families

## Kidney Transplantation Committee

The Kidney Transplantation Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 4 representative
- Region 5 representative
- At large (2)

The Committee is seeking:

- Transplant coordinator
- MD or DO, pediatric nephrology or pediatric kidney transplant surgeon
- MD or DO, nephrology
- Social worker/psychosocial expertise

## Liver and Intestinal Organ Transplantation Committee

The Liver and Intestinal Organ Transplantation Committee meets monthly via web conference and twice a year in-person.

Open positions:

- At large (2)

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The Committee is seeking:

- MD or DO, hepatologists with experience in health science, research, or policy applications

## Living Donor Committee

The Living Donor Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- Region 1 representative
- Region 2 representative
- Region 5 representative
- Region 6 representative
- Region 7 representative
- At large (1)

The Committee is seeking:

- Social worker
- MD or DO, living donor nephrologist
- Transplant coordinator
- Living donor
- MD or DO, living donor transplant surgeon

## Lung Transplantation Committee

The Lung Transplantation Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- Region 4 representative
- Region 8 representative
- Region 9 representative
- At large (2)

The Committee is seeking:

- OPO representative
- Transplant coordinator
- MD or DO, lung transplant surgeon
- MD or DO, lung transplant physician

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## Membership & Professional Standards Committee

The Membership and Professional Standards Committee (MPSC) meets in-person at least three times a year for three days each, usually in Chicago. Additionally, it will hold 8-10 two-hour conference calls. Committee members will also be assigned to ad-hoc subcommittees that may meet by conference call 6-7 times per year. The MPSC may also have 1-2 special in person meetings over the course of the year.

Each Committee member is responsible for conducting peer evaluation activities. Cases must be reviewed within the specified time limit, which could range from 1 day to 2 weeks depending on the issue. Members will receive 75-100 cases annually to review. These case reviews, along with preparation for meetings, may require up to 3-4 hours of work per week.

Open positions:

- Chair
- Region 3 representative
- Region 6 representative
- Region 9 representative
- At large (15)

The Committee is seeking:

- Transplant administrator (3)
- OPO director (1)
- OPO director, organ procurement (1)
- OPO quality leader (1)
- Physician - kidney (1)
- Physician - liver (2)
- Surgeon - abdominal (kidney, liver, pancreas, intestine) (5)
- Surgeon - lung (1)
- Physician – lung (2)

## Minority Affairs Committee

The Minority Affairs Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 7 representative
- Region 9 representative
- Region 11 representative
- At large (1)

The Committee is seeking:

- OPO representative
- Transplant coordinator
- Data coordinator

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- MD or DO, nephrology

## Operations & Safety Committee

The Operations and Safety Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- Region 5 representative
- Region 11 representative
- At large (1)

The Committee is seeking:

- MD or DO, transplant surgeon (liver, kidney, and pancreas)
- Patient and Donor Affairs Representative: transplant candidates, recipients, organ donors, or families

## Organ Procurement Organization Committee

The Organ Procurement Organization (OPO) Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 1 representative
- At large (3)

The Committee is seeking:

- Patient and Donor Affairs Representatives: transplant candidates, recipients, organ donors, or families
- Procurement coordinator
- MD or DO, thoracic surgeon
- OPO executive/operations director

## Pancreas Transplantation Committee

The Pancreas Transplantation Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 1 representative
- At large (4)

The Committee is seeking:

- MD or DO, endocrinologist
- MD or DO, islet expertise
- MD or DO, pediatric nephrologist or pediatric endocrinologist

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- OPO representative

## Patient Affairs Committee

The Patient Affairs Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- Region 6 representative
- Region 8 representative
- Region 11 representative
- At large (3)

The Committee is seeking:

- Parent to pediatric transplant recipient
- Deceased donor family member
- Living donor
- Transplant recipients (kidney, liver, or multi-organ)
- MD or DO, transplant surgeon or physician

## Pediatric Transplantation Committee

The Pediatric Transplantation Committee meets monthly via web conference and twice a year in-person. Patient, donor, or family member representatives on the Pediatric Committee should either be a caretaker for or a former pediatric patient.

Open positions:

- Vice Chair
- Region 5 representative
- At large (2)

The Committee is seeking:

- OPO representative (pediatric allocation experience)
- MD or DO, pediatric lung
- MD or DO, pediatric liver

## Transplant Administrators Committee

The Transplant Administrators Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 1 representative
- Region 2 representative
- Region 6 representative

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- At large (2)

The Committee is seeking:

- Transplant administrators
- Transplant Administrator, pediatric
- Transplant coordinator
- Patient and Donor Affairs Representatives: transplant candidates, recipients, organ donors, or families

## Transplant Coordinators Committee

The Transplant Coordinators Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Region 3 representative
- Region 4 representative
- Region 6 representative
- At large (2)

The Committee is seeking:

- OPO representative
- Heart transplant coordinator
- Liver transplant coordinator
- Pediatric abdominal transplant coordinator
- Multi-organ transplant coordinator

## Vascularized Composite Allograft Transplantation Committee

The Vascularized Composite Allograft (VCA) Committee meets monthly via web conference and twice a year in-person.

Open positions:

- Vice Chair
- At large (4)

The Committee is seeking:

- Patient and Donor Affairs Representatives: transplant candidates, recipients, organ donors, or families
- OPO representative
- Uterus transplant experience
- Tracheal transplant experience